

## **DRAFT MINUTES**

### **Cost FAC Tele-Conference Minutes 29 March 2001**

1. **Participants:** The following members participated in the telephone-conference meeting.

Arthur Belanger	CESPK-ED-C
Milton Schmidt	CESWF-EC-CE
Daniel Long	CEHNC-ED-ES-C
Gareth Clausen	CENWW-ED-C

2. **Draft Project Management Plan (PMP).** Gareth gave a brief background on the FY01 Project and the draft PMP. There were no additional comments on the draft PMP. Comments received from the committee and our customer to date will be incorporated and the plan distributed and posted on <http://ckb.wes.army.mil/>. A general discussion followed that included software and implementing the project. The first task is to develop a collective list of technologies that integrate Cost and CADD. Gareth will send an email for the data call and will maintain this list.
3. **A/E/C Conference in Chicago.** The conference is scheduled 18 – 21 June 2001. Several committee members have a conflict because they will be attending the 2001 Tri-Service Cost Engineering Conference and Workshop 19 - 22 June 2001 in St. Louis MO. Having the committee meet in person is highly recommended by other committee chairmen and members of the Senior Advisory CADD (SAC) group.

Funding for committee participation and committee meetings is a major issue. Work on the FY01 Project will be funded. One full committee membership meeting is necessary. Fort Worth was suggested as a location for both meeting and software demonstration. Also, Larry Rogers, Chairman of the SAC is there and may be available as a resource for the committee. Walla Walla was suggested. However, No technology demonstrations or other resources would be available. Gareth will re-visit the budget and funding for a committee meeting.

4. **Committee Membership.** This committee originally had eight members. It was agreed the committee will continue with the current membership but will make it known that we can use additional members that may have experience in both CADD and Cost Estimating.
5. **Next Conference Call.** Gareth will send out an availability schedule to set dates for conference calls for the next 3 – 4 months. A preference for call dates during a holiday week to avoid members committed to field trips outside their office.